HePS
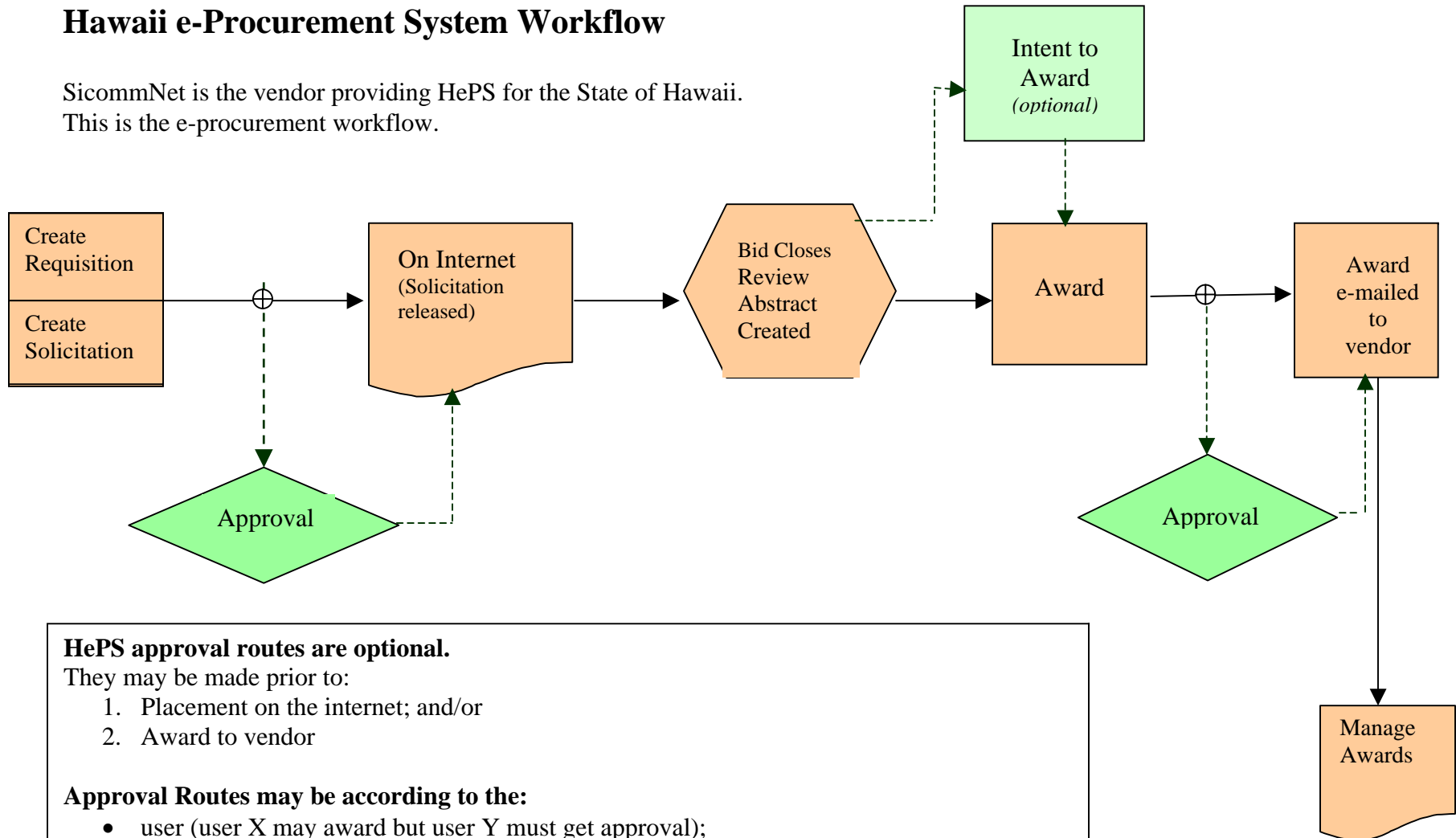# Hawaii e-Procurement System Workflow

SicommNet is the vendor providing HePS for the State of Hawaii.
This is the e-procurement workflow.

HePS approval routes are optional.
They may be made prior to:
1. Placement on the internet; and/or
2. Award to vendor

Approval Routes may be according to the:
- user (user X may award but user Y must get approval);
- commodity (all purchases for computers be approved by …);
- dollar amount (all purchases above $25,000 must be approved by…).

Types of Approvers:
- General: can approve/disapprove (no edits) If disapproved, solicitation is sent back to buyer with an explanation.
- Fund citation: can approve/disapprove, edit fund info only.
- Courtesy Copy: for information only. (No approval/disapproval authority.)